Data Field	Description	Purchase
AO First Name	First name of the Approving Official	X
AO Last Name	Last name of the Approving Official	X
AO Agency/Organization ID #	Codes that identify Federal and Federally Assisted Organizations (formerly FIPS 95-2). Available at http://csrc.nist.gov/publications/nistpubs/index.html, Document# sp 800-87	X
AO Agency/Organization Name	The name of the Approving Official's agency/organization	X
AO Agency/Org Hierarchy Level	The Approving Official's reporting hierarchy level within the agency/organization	X
AO Agency/Org Address 1	Line 1 street address of the Approving Official's agency/organization	X
AO Agency/Org Address 2	Line 2 street address of the Approving Official's agency/organization	X
AO Agency/Org Address 3	Line 3 street address of the approving official's agency/organization	X
AO Agency/Org Address 4	Line 4 street address of the Approving Official's agency/organization	X
AO Agency/Org City	City of the Approving official's agency/organization	X
AO Agency/Org State	State of the Approving official's agency/organization	X
AO Agency/Org Zip + 4	The zip code of the Approving Official's agency/organization	X
AO E-mail	Email address of the Approving Official	X
AO Facsimile	Fax number of the Approving Official	X
AO Phone	Phone number of the Approving Official	X
AO Alternate Information	Repeated set of Data elements 1-15 above for alternate Approving Official	X

Data Field	Description	Purchase
A/OPC First Name	First name of Agency Organization Program Coordinator	X
A/OPC Last Name	Last name of Agency Organization Program Coordinator	X
A/OPC Agency/Organization ID #	Codes that identify Federal and Federally Assisted Organizations (formerly FIPS 95-2). Available at http://csrc.nist.gov/publications/nistpubs/index.html, Document# sp 800-87	X
A/OPC Agency/Organization Name	The name of the Agency Organization Program Coordinator's	X
A/OPC Agency/Org Hierarchy Level	The Agency Organization Program Coordinator's reporting hierarchy level within the agency/organization	X
A/OPC Agency/Org Address 1	Line 1 Street Address of the Agency Organization Program Coordinator's agency/Organization	X
A/OPC Agency/Org Address 2	Line 2 Street Address of the Agency Organization Program Coordinator's agency/Organization	X
A/OPC Agency/Org Address 3	Line 3 Street Address of the Agency Organization Program Coordinator's agency/Organization	X
A/OPC Agency/Org Address 4	Line 4 Street Address of the Agency Organization Program Coordinator's agency/Organization	X
A/OPC Agency/Org City	City of the Agency Organization Program Coordinator's agency/organization	X
A/OPC Agency/Org State	State of the Agency Organization Program Coordinator's	X
A/OPC Agency/Org Zip + 4	The zip code of the Agency Organization Program Coordinator's agency/organization	X
A/OPC E-mail	Email address of the Agency Organization Program Coordinator	X
A/OPC Facsimile	Fax number of the Agency Organization Program Coordinator	X
A/OPC Phone	Phone number of the Agency Organization Program Coordinator	X
Task Order Number	Alphanumeric number that uniquely identifies an agency's task order	X
A/OPC Alternate Information	Repeated set of data elements 1-15 above for alternate Agency Organization Program Coordinator	X

Data Field	Description	Purchase
DBO First Name	First name of the Designated Billing Official (DBO)	X
DBO Last Name	Last name of the Designated Billing Official (DBO)	X
DBO Agency/Organization ID #	Codes that identify Federal and Federally Assisted Organizations (formerly FIPS 95-2). Available at http://csrc.nist.gov/publications/nistpubs/index.html, Document# sp 800-87	X
DBO Agency/Organization Name	The name of the Designated Billing Official's Agency/organization	X
DBO Agency/Org Hierarchy Level	The Designated Billing Official's reporting hierarchy level within the agency/organization	X
DBO Agency/Org Address 1	Line 1 Street Address of the Designated Billing Official's agency/organization	X
DBO Agency/Org Address 2	Line 2 Street Address of the Designated Billing Official's agency/organization	X
DBO Agency/Org Address 3	Line 3 Street Address of the Designated Billing Official's agency/organization	X
DBO Agency/Org Address 4	Line 4 Street Address of the Designated Billing Official's agency/organization	X
DBO Agency/Org City	City of the Designated Billing Official	X
DBO Agency/Org State	State of the Designated Billing Official	X
DBO Agency/Org Zip + 4	The zip code of the Designated Billing Official	X
DBO E-mail	Email address of the Designated Billing Official	X
DBO Facsimile	Fax number of the Designated Billing Official	X
DBO Phone	Phone number of the Designated Billing Official	X
DBO Alternate Information	Repeated set of data elements 1-15 above for alternate Designated Billing Official	X

Data Field	Description	Purchase
EO First Name	First name of Electronic Commerce/Electronic Data Interchange Official	X
EO Last Name	Last name of Electronic Commerce/Electronic Data Interchange Official	X
EO Agency/Organization ID #	Codes that identify Federal and Federally Assisted Organizations (formerly FIPS 95-2). Available at http://csrc.nist.gov/publications/nistpubs/index.html, Document# sp 800-87	X
EO Agency/Organization Name	The name of the Electronic Commerce/Electronic Data Interchange Official's Agency/organization	X
EO Agency/Org Hierarchy Level	The Electronic Commerce/Electronic Data Interchange Official's reporting hierarchy level within the agency/organization	X
EO Agency/Org Address 1	Line 1 Street Address of the Electronic Commerce/Electronic Data Interchange Official's agency/organization	X
EO Agency/Org Address 2	Line 2 Street Address of the Electronic Commerce/Electronic Data Interchange Official's agency/organization	X
EO Agency/Org Address 3	Line 3 Street Address of the Electronic Commerce/Electronic Data Interchange Official's agency/organization	X
EO Agency/Org Address 4	Line 4 Street Address of the Electronic Commerce/Electronic Data Interchange Official's agency/organization	X
EO Agency/Org City	City of the Electronic Commerce/Electronic Data Interchange Official	X
EO Agency/Org State	State of the Electronic Commerce/Electronic Data Interchange Official	X
EO Agency/Org Zip + 4	The zip code of the Electronic Commerce/Electronic Data Interchange Official	X
EO E-mail	Email address of the Electronic Commerce/Electronic Data Interchange	X

Data Field	Description	Purchase
TDO First Name	First name of Transaction Dispute official	X
TDO Last Name	Last name of Transaction Dispute official	X
TDO Agency/Organization ID #	Codes that identify Federal and Federally Assisted Organizations (formerly FIPS 95-2). Available at http://csrc.nist.gov/publications/nistpubs/index.html, Document# sp 800-87	X
TDO Agency/Organization Name	The name of the Transaction Dispute official's Agency/organization	X
TDO Agency/Org Hierarchy Level	The Transaction Dispute official's reporting hierarchy level within the Agency/organization	X
TDO Agency/Org Address 1	Line 1 Street Address of the Transaction Dispute official's Agency/Organization	X
TDO Agency/Org Address 2	Line 2 Street Address of the Transaction Dispute official's Agency/Organization	X
TDO Agency/Org Address 3	Line 3 Street Address of the Transaction Dispute official's Agency/Organization	X
TDO Agency/Org Address 4	Line 4 Street Address of the Transaction Dispute official's Agency/Organization	X
TDO Agency/Org City	City of the Transaction Dispute official	X
TDO Agency/Org State	State of the Transaction Dispute official	X
TDO Agency/Org Zip + 4	The zip code of the Transaction Dispute official	X
TDO E-mail	Email address of the Transaction Dispute official	X
TDO Facsimile	Fax number of the Transaction Dispute official	X
TDO Phone	Phone number of the Transaction Dispute official	X
TDO Alternate Information	Repeated set of data elements 1-15 above for alternate Transaction Dispute official	X

Data Field	Description	Purchase
Association Identification Number for Merchant	A number assigned by card associations to uniquely identify the merchant location.	X
Merchant Business Legal Name	Legal name of the merchant.	X
Doing Business As	Business name of the merchant	X
Merchant Type	Indicator identifying whether the business is for profit, non-profit, federal or state government, other or unknown.	X
Business Size	Indicator identifying whether the business is large, small, or unknown.	X
Woman-Owned	Indicator identifying whether the business is woman owned.	X
Veteran-Owned	Indicator identifying whether the business is veteran owned.	X
Service-Disabled Veteran-Owned	Indicator identifying whether the business is service disabled veteran owned	X
Other Disadvantaged Business	Indicator identifying whether the business is other disadvantaged business	X
SBA Certified HUBZone Small Business	Indicator identifying whether the business is a Small Business Administration certified Historically	X
SBA 8(a) Certified	Indicator identifying whether the business is a Small Business Administration 8(a) certified small business.	X
SBA Certified Small Disadvantaged	Indicator identifying whether the business is a Small Business Administration certified small disadvantaged business	X
Merchant Ethnicity Code	A code identifying the ethnicity of the merchant.	X
Merchant Austin Tetra (AT) Number	Number assigned by Austin Tetra to identify the merchant.	X
Parent Austin Tetra (AT) Number	Number assigned by Austin Tetra to identify the parent company of the merchant	X
Parent Austin Tetra (AT) Name	Name assigned by Austin Tetra for the parent company of the merchant.	X

Data Field	Description	Purchase
Card Program Type	Code identifying the type of the card program. (i.e., Purchase, Fleet, Travel (IBA), Travel (CBA/GTA))	X
Credit Card Rebate	The amount of credit card rebate	X
Debit-Credit Indicator	Code identifying a debit or credit	X
Master Accounting Code	The accounting code assigned by the agency's approving officials which is part of every transaction Consists of details of organization, fiscal year, project, etc	X
Posting Date	The date when the transaction was posted to the account	X
Rebate Type	Type of credit card rebate received	X
Credit Card Rebate Amount	Amount of credit card rebate received	X
Sales tax	The rate of sales tax	X
Sales tax amount	Amount of sales tax charged for the transaction	X
Transaction Amount	Total amount of the transaction	X
Transaction Date	Date of the transaction	X
Transaction Number	Contractor processing/transaction reference number for each debit/credit	X
Transaction Time	Time of the transaction	X
Transaction Type	Identifies the type of the transaction (i.e., ATM, travelers check or convenience check transactions)	X
Card Brand	A code assigned by GSA SmartPay® to uniquely identify a card brand.	X
Internet Transaction (yes/no)	Yes/No indicator identifying if the transaction was performed over the internet	X

Data Field	Description	Purchase
Account number/extension	Account number of the external party receiving products/services	X
Merchant Contract Number	Contract number of the merchant providing the service	
Customer Code	Free form 16 character level 2 and 3 data field defining customers as established by the merchant	X
Detailed tax information	Tax details including local tax, sales tax and other taxes	X
Duty amount	The amount of tax assessed on an item imported or exported	X
Freight/shipping amount	The amount of shipping and/or freight charges	X
Line item total	Total amount of each of the individual items purchased	X
Merchant order number/format	The order number of the purchase	X
Order date	The date the order was placed	X
Internet order (yes/no)	Yes/No indicator identifying if the transaction was performed over the internet	
Product/Service code	A two position alpha numeric code that defines the type of a product or a service per line item	X
Product/Service Description	Description of the product/service offered at a line item level	X
Quantity	Number of items ordered	X
Ship from country code	The country code designating the origin of the shipment	X
Ship from zip codes	The zip codes designating the origin of the shipment	X
Ship to country code	The country code designating the destination of the shipment	X
Ship to ZIP codes	The zip codes designating the destination of the shipment	X
Summary/item commodity code and descriptor	A four position field summary or item commodity code	X
Total discount amount/discount per line item	Total discount per unit item purchased	X
Unit cost	Total cost per unit item purchased	X
Unit of measure/code	Unit of measure/code of the purchased item	X
Invoice number	The invoice number of the purchase	X